UTAH STATE PRISON VISITOR REQUEST FORM www.corrections.utah.gov/corrections/visiting

6. Are any of your children a victim of the inmate?

YES

NO

*Incomplete or false information will result in a **DENIED** application. *Inmate / Visitor complete top portion in INK * INMATE NAME / USP# / HOUSING ASSIGNMENT / CELL **INMATE SIGNATURE** VISITOR NAME (LAST, FIRST, MIDDLE) SOCIAL SECURITY NUMBER BIRTHDAY MM/DD/YYYY LIST ALL PREVIOUS LAST NAMES, ALIASES, & MAIDEN NAME (if female) RELATIONSHIP VISITOR SIGNATURE DRIVERS LICENSE or ID NUMBER **STATE** PHONE NUMBER (Include area code) Continue STREET ADDRESS **CITY STATE ZIP CODE** Is the visitor currently on another inmates visiting list? YES / NO If yes, who relationship Name / USP# ***VISITING USE ONLY***VISITING USE ONLY***VISITING USE ONLY*** VISITOR GENDER BACKGROUND CHECK VISITING REVIEW **MALE FEMALE** APPROVED / DENIED TYPE OF SEARCH **RESULTS** DRIVERS LICENSE SUSPENDED MARITAL STATUS VALID COMMENTS: NEVER MARRIED STATE NO RECORD RECORD NATION NO RECORD RECORD MARRIED RECORD WARRANTS NO RECORD DIVORCED WIDOWED STATE ID# FBI# *Failure to answer the following questions OFFICERS SIGNATURE will result in a **DENIED** application. ***VISITING USE ONLY***VISITING USE ONLY*** **DOCUMENTS NEEDED** DATE RECEIVED REQUIRED BY ALL VISITORS AGE 16 OR OLDER 1. Are you a current employee of the Utah Dept. of Corrections? DRIVERS LIC. OR PICTURE ID valid & current YES NO SOCIAL SECURITY CARD 2. Are you an ex-employee of the Utah Dept. of Corrections? BIRTH CERTIFICATE INMATE / VISITOR YES NO MARRIAGE CERTIFICATE INMATE / VISITOR 3. Are you currently a volunteer, contractor, or student intern for the DIVORCE DECREE first & last page signed by Judge INMATE / VISITOR Utah Dept. of Corrections? YES NO OTHER: 4. Are you an ex-volunteer contractor, or student intern for the Utah Dept. of Corrections? YES NO 5. Are you a victim of the inmate you are applying to visit? NO

REQUEST FORMS ARE CONSIDERED INCOMPLETE UNTIL ALL REQUIRED DOCUMENTS ARE ATTACHED (SEE BACK FOR DETAILS)

	DOCUMENTS NEEDED FOR ADULT VISITORS									
	VISITOR'S RELATIONSHIP TO THE INMATE (You are the inmate's)		DOCUMENTS REQUIRED ***SEE NOTE 1***							
	,		DL, SS, MC							
IMMEDIATE FAMILY	· · · · · · · · · · · · · · · · · · ·		DL, SS, IBC							
			DL, SS, IBC, VMC ***SEE NOTE 2***							
	Grandparent		DL, SS, IBC, IPBC-(Your Child)							
			DL, SS, VBC, VPBC							
			DL, SS, VBC							
					SEE NOTE 2-M	arried visitors of the opposite sex mu	ust also sub	omit a copy of their marriag	je certificate.	
			DL, SS, VBC,							
	Step-Sib	DL, SS, VBC,	DL, SS, VBC, IBC, PMC ***SEE NOTE 2***-Married visitors of the opposite sex must also submit a copy of their marriage certificate.							
	Father-in-Law or N	DL, SS, ISBC, IMC ***SEE NOTE 2***-Married visitors of the opposite sex must also submit a copy of their marriage certificate.								
	Brother-in-Law or Sister-in-Law			•	is the sibling of the	Visitor is married to the in ***SEE NOTE 2**			Visitors of the opposite sex that are married and are the sibling of the inmates spouse. ***SEE NOTE 2***	
			DL, SS, VBC, ISBC, IMC			DL, SS, IBC, VSBC, VMC		DL, SS, VBC,	DL, SS, VBC, ISBC, IMC, VMC	
	Girlfriend / Boyfriend ***SEE		Visitor has never been married			Visitor has been divorced		Vieito	Visitor has been widowed	
	Girifriena / Boyfrie	ena ***SEE	VISITOR NA	is neve	e been manieu	visitor rias been di	vorceu	VISIL	n nas been widowed	
	NOTE 3		DL, SS, VBC	is neve	er been marned	DL, SS, VDD	vorceu	DL, SS, DC	or has been widowed	
TE FAMILY	,			is neve	a been manieu		vorced		il ilas been widowed	
EDIATE FAMILY	NOTE 3 Uncle Aunt Nephew Niece Cousin	Same	DL, SS, VBC DL, SS Visitor ha	as neve	er been married OTE 3***		Vi		Visitor is widowed ***SEE NOTE 3***	
MMEDIATE FAMILY	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend	Same	DL, SS, VBC DL, SS Visitor ha	as neve	er been married	DL, SS, VDD	Vi	DL, SS, DC	Visitor is widowed	
NON-IMMEDIATE FAMILY	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law Ex-Step-Parent	Same	DL, SS, VBC DL, SS Visitor ha	as neve	er been married	DL, SS, VDD	Vi ***	DL, SS, DC	Visitor is widowed	
NON-IMMEDIATE FAMILY	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law	Same Gender Opposite	DL, SS, VBC DL, SS Visitor ha	as neve	er been married	DL, SS, VDD Visitor is married	Vi ***	DL, SS, DC isitor is divorced *SEE NOTE 3***	Visitor is widowed ***SEE NOTE 3***	
NON-IMMEDIATE FAMILY	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law Ex-Step-Parent Ex-Stepchild	Same Gender Opposite	DL, SS, VBC DL, SS Visitor ha	as neve	er been married OTE 3***	DL, SS, VDD Visitor is married	Vi ***	DL, SS, DC isitor is divorced *SEE NOTE 3***	Visitor is widowed ***SEE NOTE 3***	
NON-IMMEDIATE FAMILY	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law Ex-Step-Parent Ex-Stepchild Step-Grandparent	Same Gender Opposite	DL, SS, VBC DL, SS Visitor ha **** DL, SS, VBC	as neve	er been married OTE 3***	Visitor is married DL, SS, VMC	Vi ***	isitor is divorced *SEE NOTE 3***	Visitor is widowed ***SEE NOTE 3***	
	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law Ex-Step-Parent Ex-Stepchild Step-Grandparent	Same Gender Opposite Gender	DL, SS, VBC DL, SS Visitor ha *** DL, SS, VBC	as neve SEE N	er been married OTE 3*** ABBREV Inmates Pare	Visitor is married DL, SS, VMC	DL, SS	isitor is divorced *SEE NOTE 3*** S, VDD	Visitor is widowed ***SEE NOTE 3*** DL, SS, DC	
DL	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law Ex-Step-Parent Ex-Stepchild Step-Grandparent Drivers lice Death certificate	Same Gender Opposite Gender	DL, SS, VBC DL, SS Visitor ha *** DL, SS, VBC	as neve SEE N	er been married OTE 3*** ABBREV Inmates Pare	Visitor is married DL, SS, VMC IATIONS KEY ents Birth Certificate	DL, St	isitor is divorced *SEE NOTE 3*** S, VDD Visitors I	Visitor is widowed ***SEE NOTE 3*** DL, SS, DC Birth Certificate	
DL DC	NOTE 3 Uncle Aunt Nephew Niece Cousin Friend Ex-Spouse Ex-In-Law Ex-Step-Parent Ex-Stepchild Step-Grandparent Drivers lice Death certificate	Same Gender Opposite Gender ense / state isse (the visitors)	DL, SS, VBC DL, SS Visitor ha *** DL, SS, VBC	IPBC	ABBREV Inmates Pare Inmates Spou	Visitor is married DL, SS, VMC DL, SS, VMC IATIONS KEY ents Birth Certificate uses Birth Certificate	DL, SS	isitor is divorced *SEE NOTE 3*** S, VDD Visitors I Visitors Divorce De Visitors Ma	Visitor is widowed ***SEE NOTE 3*** DL, SS, DC Birth Certificate cree (signed by the Judge)	

ABBREVIATIONS KEY										
DL	Drivers license / state issued ID	IPBC	Inmates Parents Birth Certificate	VBC	Visitors Birth Certificate					
DC	Death certificate (the visitors late spouse)	ISBC	Inmates Spouses Birth Certificate	VDD	Visitors Divorce Decree (signed by the Judge)					
IBC	Inmates Birth Certificate	MC	Marriage Certificate	VMC	Visitors Marriage Certificate					
IMC	Inmates Marriage Certificate	SS	Social Security Card	VPBC	Visitors Parents Birth Certificate					
VSBC	Visitors Spouses Birth Certificate									

NOTES

- 1 All documents provided must be official government (county, state, or federal) issued documents. Birth certificates, Marriage certificates and Death certificates must have the file number or official seal visible. Copies of these documents are preferred and must be legible.
- If the visitor is the opposite sex, the visitor must be accompanied by their spouse, the inmates spouse, or the inmates parents. Unaccompanied visitors who match this criteria will not be allowed to visit.
- 3 Only one single adult visitor of the opposite gender shall be permitted to be on the visiting list of any one single inmate at any given time, except for members of the inmate's immediate family. Married Inmates are not allowed single non-immediate family visitors of the opposite sex.
- 4 Visitors will not be allowed to turn in request forms and visit the same day. Visits are permitted only after the Visit Request is processed and approved. Visiting will notify the inmate of the approved or denied request. It is the inmates responsibility to notify the visitor of the result of the request process. Visitors who wish to be notified may include a stamped self-addressed envelope with their Visit Request.
- 5 Visitors may not bring minors with them until they have completed the Minor Visit Request form and the inmate or visitor has been notified of the approved request. Minor Visit Request forms are available at VCC.
- 6 Any questions the inmate may have regarding the visiting process, request form, or visiting status should be referred to the inmates unit Case Manager. Any questions the visitor may have about completing the visiting request form should be referred to VCC. Notification of the result of the request process will be made to the inmate. It is the inmates responsibility to notify the visitor of the result of the request process. Visitors who wish to be notified may include a stamped self-addressed envelope with their Visit Request.
- The visiting clearance will expire 1 year from the day the visitor is approved. Visitors with expired clearances are removed from the inmates visiting list. It is the visitors responsibility to fill out and submit a Renewal Form to visiting before their clearance expires.

It is the policy of the Department that: visitation is a privilege, not a right, afforded to inmates/visitors at the Utah State Prison. Visitors and inmates shall comply with all USP visiting rules and policies.

It is the responsibility of the inmate/visitor to know and understand the Summary of Visiting Rules prior to the first visit. Copies of the Summary of Visitor Rules and Regulations can be obtained from VCC

> Send the completed Visit Request form with the required documents to:

VISITING P.O. BOX 250 **DRAPER, UT 84020**

Faxed Request forms are not accepted